



Montana  
**Office of Public Instruction**  
Denise Juneau, State Superintendent

## Day Treatment - Reporting Students in AIM



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**Q: How should a district report enrollment in AIM for a student who is in day treatment? How should the enrollment be modified when the student returns from being in day treatment? What are the funding implications?**

**A:** Students placed by the district in a day treatment program under an approved individual education plan (IEP) at a private non-sectarian school must be reported in AIM enrollment and excluded from state ANB counts. When the student returns to school, the enrollment records should be adjusted to reflect the status change. Details are given below.

### Background

In general, students placed in Montana licensed day treatment programs by their school districts are counted as enrolled in the district but are funded through a state supplementary payment rather than funded as ANB. For that reason, it is important to report the day treatment students correctly. This article explains how to properly report the students in AIM so the enrollment is appropriately counted.

The Montana licensed day treatment programs include:

Anaconda - AWARE

Helena - Intermountain

Boulder - Youth Dynamics, Inc.

Billings - New Day and Yellowstone Boys and Girls Ranch (HS only – Elementary students who attend programs at YBGR are enrolled in the public Yellowstone Academy Elementary School, so they must be exited from the placing school's enrollment.)

Bozeman - Youth Dynamics, Inc.

Students placed into programs which do not hold a Montana license to provide day treatment are exited from the public school enrollment and are not counted for ANB funding.

## Reporting Day Treatment Students in AIM

**CASE 1** - The district makes the referral for day treatment under an IEP in a Montana licensed day treatment program and is responsible for the continuing educational services of the student (provides services or pays for services) and special education services.

### 1. When the student starts day treatment:

Keep the same enrollment record.  
Service Type P: Primary (does not change)

Mark "Exclude (Fall/Winter/Spring) ANB-10 Day Rule" for all future counts. Checking this box properly excludes the student from the ANB count on the affected count date(s). (See information about the alternative funding methods in "State Funding" below.)

Enter a comment in the Start Comment box stating the date the student starts day treatment and the name of the day treatment program.

NOTE: Do not check "State Exclude". (That would eliminate all state reporting for the student.)

### 2. When the student returns from day treatment:

Assuming the student will continue to receive educational and special ed services, keep the same P: Primary enrollment record.

Enter a comment in the Start Comment box stating the date the student returned from day treatment.

Be sure the "Exclude (Fall/Winter/Spring) ANB-10 Day Rule" is not checked for subsequent enrollment counts so the student will be included in ANB in future counts.

**CASE 2** - The district makes the referral for day treatment under an IEP in a Montana licensed day treatment program. The district was previously providing educational and special education services, but the district only provides for special education services and not educational services while the student attends day treatment (i.e., changing service types)

### 1. When the student starts day treatment:

The Service Type is changing to N: Special Ed Services (i.e., the student will not be receiving educational services), so end the previous P: Primary enrollment record and add a new N: Special Ed Services enrollment record.

i. Old enrollment record

End Status 210: Medical care or treatment, eligible to return.

Enter End Comment stating the date the student is placed in day treatment and the name of the program.

ii. New enrollment record

Start Status is 03: Re-entry to the same school after withdrawal.

Service Type is N: Special Education Services.

Enter Start Comment stating the date the student is placed in day treatment and the name of the program.

This student will not be counted for ANB on subsequent count dates.

2. When the student returns from day treatment:

Assuming the student returns to both educational and special ed services, end the previous N: Special Ed Services record and add a new P: Primary enrollment record.

i. Old enrollment record

End Status 120: Transfer to another school within the same district (NOTE-This code is not exactly accurate but is best available)

Enter End Comment stating the date the student returned from day treatment and the name of the program.

ii. New enrollment record

Start Status is 03: Re-entry to the same school after withdrawal.

Service Type is P: Primary.

Enter a Start Comment stating the date the student returned from day treatment and the name of the program.

Be sure to uncheck "Exclude (Fall/Winter/Spring) ANB-10 Day Rule" for subsequent enrollment counts so the student will be included in ANB in future counts.

**CASE 3** – District contracts for services from a program that is not a Montana licensed private, nonsectarian day treatment program. The district is required by law to pay for services using the district’s general fund or federal funds, provided the cost is an allowable use of the federal funds, and is not allowed to use the district tuition levy to pay for services. The student continues in enrollment.

Assuming the student still receives educational and special education services, keep the same enrollment record with Service Type: P.

Enter a Start Comment stating the student was placed and the name of the program.

When the student returns to school, add a note to the Start Comment stating the student returned from the placement.

### **State Funding**

The district is allowed by [MCA 20-5-324](#) (5)(a)(i) to levy to pay tuition for students placed under an IEP at a private, nonsectarian day treatment program, using the tuition fund. Qualifying programs are those licensed as day treatment providers by the state of Montana. These students do not qualify for ANB funding if they are in day treatment as of the count date(s), but the district may apply for state replacement funding up to the tuition amount they paid toward services ([MCA 20-5-324](#)(2)(a)) and ARM [10.10.301D](#) *[Applies to Case 1 and Case 2 above]*

The district is required to pay for services contracted from a program that is not a Montana licensed day treatment program using district general funds. The tuition fund levy is not available to use for those costs. These students remain in enrollment during their day treatment and are counted for ANB on the count dates. *[Applies to Case 3 above]*

**For more information, contact the AIM Help Desk at 1-877-464-6681 or [opiainhelp@mt.gov](mailto:opiainhelp@mt.gov).**